



PERMITTING AND DEVELOPMENT REVIEW DIVISION
FREDERICK COUNTY, MARYLAND

Department of Development Review

30 North Market Street • Frederick, Maryland 21701
Phone (301) 600-1134 • Fax (301) 600-1645-www.frederickcountymd.gov

SITE PLAN - Type II—(Frederick County Code 1-19-3.300)

Limited – APPLICATION

(PHASE 5)REVMIN

Date _____

☐ Water/Sewer - Commercial or Residential (circle one)

☐ Application is a result from a **FAILED** SITE COMPLIANCE INSPECTION

☐ Must include letter/report ☐ Building Permit A/P# _____

☐ APFO and FRO Applications NOT Required

☐ **13 copies of plans (folded 8-1/2 x 11)** ☐ Ex. SP# _____ Ex. A/P# _____ or ☐ No ex. Site Plan Available

☐ Application is NOT a result from a failed SITE COMPLIANCE INSPECTION

☐ APFO Application required ☐ FRO Application required

☐ **13 copies of plans(folded 8-1/2 x 11)** ☐ Ex. SP# _____ Ex. A/P# _____ or ☐ No ex. Site Plan Available

Y _____ N _____ Approval letter REQUIRED

(If property has been subject of a prior preliminary plat, site plan, subdivision plat, rezoning or reclassification has occurred on the site)

SUBDIVISION /SITE NAME _____

Tax Map(s) _____	Total Site Area _____	Public Water _____
Parcels _____	Affected Site Area _____	Public Sewer _____
Tax ID#(s) _____	Zoning _____ Planning Region _____	Water/Sewer Classif. _____

Description of Request _____

Owner/Applicant _____
Address _____

Check one for Review Comments: Phone _____
☐ Mail ☐ Email _____

Engineer/Surveyor _____
Address _____

Check one for Review Comments: Phone _____
☐ Mail ☐ Email _____

- Notes: 1. Review comments Frederick County Web Site : <http://www.frederickcountymd.gov/index.aspx?nid=2532>
2. Only complete submissions will be credited on the date received
3. Submit Completed Development Review Checklist
4. A copy of previously approved **SIGNED** site plan may be required by staff at a later date

Printed name _____

Signature of Owner or Agent _____

FEES

Checks made payable to Treasurer of Frederick County-Additional fees may be due per Fee Ordinance Resolution 10-14

1. Planning	\$758.00
2. Health Dept.	\$75.00
3. Water/Sewer(Community only)	\$104.00
4. Soil Conservation	\$60.00
5. Engineering	\$272.00
6. Office of Life Safety	\$200.00
Total =	

Internal Use Only

Development Review
File #:
A/P #:
Due Date:

New Preliminary and New Site plan Submittal Checklist

(Internal use planner)	Applicant	
<input type="checkbox"/>	<input type="checkbox"/>	Plan Scale – min. 1"=100', unless approved by Zoning Administrator, plan must be clear and legible
<input type="checkbox"/>	<input type="checkbox"/>	Vicinity Map (located top right) – Scale 1"=2000', with Tax Map, Parcel and Property Account # shown beneath Vicinity Map
<input type="checkbox"/>	<input type="checkbox"/>	North Arrow
<input type="checkbox"/>	<input type="checkbox"/>	Title Block – Plan Title, Project Name, previous names in brackets, Type of Project, situated along..., Town/City of... with Election District, Frederick County, Maryland
<input type="checkbox"/>	<input type="checkbox"/>	Board of Appeals case # if applicable w/conditions (scanned/sticky)
<input type="checkbox"/>	<input type="checkbox"/>	Soil Types denoted on plan on proposed site and 100' beyond property line, Per Frederick County May 23, 2002 soil survey
<input type="checkbox"/>	<input type="checkbox"/>	Soil Map with Soil Legend (located top right near Vicinity Map) –Scale 1"=1000 or more
<input type="checkbox"/>	<input type="checkbox"/>	Matchline shown and Labeled per Plan view sheet – For 2 or more plan view sheet submittal
<input type="checkbox"/>	<input type="checkbox"/>	Existing information labeled and shown as dashed lines, extended 100' beyond property line
<input type="checkbox"/>	<input type="checkbox"/>	Proposed information labeled and shown as solid lines
<input type="checkbox"/>	<input type="checkbox"/>	Existing and Proposed Topography shown - 2' or 5' intervals
<input type="checkbox"/>	<input type="checkbox"/>	Existing and Proposed Topography labeled (elevations)
<input type="checkbox"/>	<input type="checkbox"/>	Required Certification's - bottom right of plan if possible
<input type="checkbox"/>	<input type="checkbox"/>	General Note(s) and Legend(s) - far right side of plan if possible
<input type="checkbox"/>	<input type="checkbox"/>	Owner /Applicant address and phone # - bottom left of plan if possible
<input type="checkbox"/>	<input type="checkbox"/>	Site(Phase 5)-Sheet size – min-18"x20", max 24"x36"
<input type="checkbox"/>	<input type="checkbox"/>	Preliminary(Phase 3)-Sheet Size Min 24"x36" max 30"x42"